

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a credit and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority: **Tacolneston Parish Council**

County area (local councils and parish meetings only): **Norfolk**

Financial year ending 31 March 2024

Prepared by (Name and Role): **Dan Wickham - Parish Clerk & RFO**

Date: **09/04/2024**

	£	£
Balance per bank statements as at 31/3/24:		
Barclays	30,795.81	

[add more accounts if necessary]

30,795.81

Petty cash float (if applicable) -

Less: any unpresented cheques as at 31/3/xx (**enter these as negative numbers**)

	item 1	
	item 2	
	item 3	
	item 4	
[add more lines if necessary]	item 5	
	item 6	
	item 7	
	item 8	

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Add: any un-banked cash as at 31/3/xx

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Net balances as at 31/3/xx (Box 8) **30,795.81**